



Portland District News

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TO PROVIDE QUALITY RESOURCES THAT MAKE A DIFFERENCE FOR SMALL BUSINESS

A Word From Our District Director



Phil Gentry

At the time this is being written, Congress has just approved our agency appropriation. We are looking forward to receiving our budget for the district office and funding to fully execute our strategic plans for this year. Following approval of SBA's appropriation for fiscal year 2003, SBA Administrator, Hector Barreto, lifted the cap on the maximum size of Section 7(a) loans to the \$2 million statutory maximum.

We have developed strategic plans for this office to address the three main priorities of our agency: workload re-allocation, e-SBA and marketing the SBA. Action plans to address these priorities will result in a well-trained workforce, improved productivity and better customer service. In addition, we are taking actions to ensure that our customers have improved access to information that they need to start and grow their businesses, and to ensure that our resource partners in our communities continue to be an integral part of our service delivery system.

Our annual "Salute to Small Business" event is planned for April 30, 2003 at the Portland Hilton Hotel. Please join us in honoring several outstanding small businesses and small business advocates. See the enclosed information on this event.



Military Reservist Disaster Loans



Small businesses that employ military reservists who are called to active duty, and are interested in applying for a Military

Reservist Economic Injury Disaster Loan (MREIDL) may now download the application from the U.S. Small Business Administration's Web site.

The MREIDL program provides loans to eligible small businesses to cover operating expenses that would have been met, but cannot be met because an essential employee was called to active duty as a military reservist (or National Guard member) during a period of military conflict.

"With the possibility of continued conflict in America's war on terrorism, men and women from across the country who serve in America's reserve military forces will answer the call to support the nation's military effort," said SBA Administrator, Hector V. Barreto.

"Some of these men and women may be key employees at small businesses, and their call-up, even for a short period of time, can have a financial impact on small companies," Barreto added. "This low-interest loan program can provide the money necessary to support these small businesses, and the availability of the on-line form will simplify the application process." To find out more about this program, visit the Web site at www.sba.gov/disaster/mreidlall.html.

Small businesses may apply for MREIDLs of up to \$1.5 million if they have been financially affected by the call-up of a key employee. These working capital loans may be used to pay fixed debts, payroll, accounts payable, and other bills. The interest rate on these loans is 4% with a potential term of up to 30 years.

Micro-Enterprise Network Supports Low-Income Entrepreneurs

The Oregon Micro-Enterprise Network (OMEN) is a statewide association and intermediary supporting the efforts of its thirty five member organizations to serve Oregon's micro-entrepreneurs. A micro-enterprise is any business with less than five employees, including the self-employed, whose owner is disadvantaged by economic or other barriers to opportunity. Capital needs of these businesses are usually less than \$35,000 and are generally significantly lower. This non-profit organization is active in the state providing public information to organizations, communities and policy makers on the recently emerging micro-enterprise development strategy which encourages training, technical assistance, access to credit, access to market and wealth building services to primarily low and very low income entrepreneurs.

OMEN's activities include its Statewide Training and Technical Assistance Project, which makes grants to eight community-based organizations for core support of their micro-enterprise development activities. The program is funded by the Small Business Administration, the Oregon Economic and Community Development Department and the National Fund for Enterprise Development. The first annual report of the Project indicates significant success in increasing financial health of program participants and important outcomes related to job and business creation and retention.

OMEN recently published a web version of its 2003 Oregon Micro-Enterprise Resource Guide which includes information on 54 programs statewide that support or provide services to micro-entrepreneurs. This guide is a useful tool for financial institution personnel, human service workers, and economic development and workforce professionals in making appropriate referrals for struggling entrepreneurs.

The Oregon Entrepreneur Corps (the Corps) is another project of this growing organization. The nine Ameri*Corps VISTA members of the Corps are working in communities to build micro-enterprise development capacity. In Linn-Benton and Marion-Polk counties and in outer Northeast Portland, Corps members are working with community groups on new program initiatives. In other communities the focus is on service expansion especially to Hispanic micro-entrepreneurs.

Bill Goldsmith, OMEN's Executive Director, notes that "this is an economic development strategy that has the ability to focus resources on Oregon's smallest businesses. The benefit is the nurturing of the creative energy and the diverse ideas found in all of our local communities. Goldsmith continues by noting that "since we don't know where our next successful traded sectors will emerge, it makes for good economic policy to make sure that all entrepreneurs have the opportunity to realize their dreams." OMEN is currently providing technical assistance to several communities including Bend/Redmond, Coos Bay/South Coast and others to explore the feasibility of developing services for their micro-entrepreneurs.

Information on OMEN's programs, including the 2003 Resource Guide, can be found at www.oregon-microbiz.org, and further information is available by contacting the organization's staff at omen@teleport.com or (541) 912-4089.

Oregon Association of Minority Entrepreneurs (OAME) Conference & Trade Show May 8, 2003

**Register Early to Assure Your
Company Will Be Included!**



Do not miss this fantastic opportunity to reserve early for the exhibit spaces in the 15TH Annual entrepreneurship Luncheon and Trade Show at the Oregon Convention Center.

Over 3,000 business people, (from the Public and Private Sectors) and the General Public will Visit OAME's Annual Trade Show and Luncheon!!

The OAME Trade Show is designed for purchasers/buyers from the Public and Private agencies to network with minority, women and small businesses. It is also an opportunity for minority, women and emerging small businesses to showcase their products and services and to network.

Register now!!! Take advantage of this great opportunity to promote your business and increase your buying and selling options.

For more information, contact Oregon Association of Minority Entrepreneurs, 4134 N. Vancouver Avenue, Portland, Oregon 97217. Tel: (503) 249- 7744. Fax: (503) 249-2027. Web: www.oame.org.

Hispanic Chamber Annual Meeting

The January 28th meeting of the Hispanic Metropolitan Chamber of Commerce was held at the Benson Hotel with over 109 attendees including both Joe Martinez, Chief Finance Division, and "Big Jim" Steiner, Computer Specialist, from the Portland District Office of the SBA.



Joe was the guest speaker for the event and covered the history of SBA, the basic loan programs, what lenders and SBA look for in granting loans, International Trade Loans, and some of the new SBA Express Loan program goals.

"Big Jim" provided a short synopsis of some free services the Chamber members might want to use, including the SBA Business Card system, the SBA website in Spanish, a Business Plan training function in Spanish (SBA E-Business Institute), the Oregon SBA Website and the Business Resource Center (BRC) located at the SBA Portland District Office.

Each attendee was provided a package of information, including the 2003 Resource Guide. Twenty-one members signed up for the free Business Card listing.

Safety is Good Business



One of the newer software items found in the SBA/SCORE Business Resource Center (BRC) is JIAN's SafetyPlan Builder software which allows you to customize a set of standing operating procedures to meet your company's requirements

for health/safety policies including those of OSHA and your state.

Safety is the law. A safety manual provides proof that you comply. The federal Occupational Safety and Health Act (OSHA) sets a national minimum standard for safety, but allows local jurisdictions to adopt standards which are at least as stringent. As an employer, you are obligated to provide your employees with a safe place to work. As a businessperson, you must provide customers, vendors and other people who visit your working areas with safe passage. As an owner or occupant of any property, you must maintain it in a condition safe for everyone who comes onto your property. Besides obviously making everything right, what proof do you have that you are interested in safety and have done something about having a safe workplace? A published safety manual can be your best defense against these types of lawsuits.

This software allows you to provide an industry and state-specific safety plan that complies with all applicable OSHA and state laws. You can also create a tool for self-auditing your facility -- identifying each safety hazard and potential safety problem in your work environment. Once identified, the manual provides clear and concise language for dealing with the problem. Just having a written safety plan often reduces the fines to a fraction of the average fine.

Safety Plan Builder also can help you create a written illness and injury prevention plan to quickly and easily comply with OSHA, avoid lawsuits, and provide a healthy workplace.

To use this software, simply make an appointment to use the BRC at the 1515 SW Fifth Avenue, Suite #1050 location by calling (503) 326-3441. You will need to bring a floppy diskette or purchase one at the BRC to save your work product.

The MULTIPLIER Effect-- SBA Informational KIOSKS

The SBA continues to place KIOSKS in locations where we normally do not have SCORE or SBDC offices. For current locations, see

<http://www.sba.gov/or/orkiosk.html>.



Export Express: Financing Solution for Small Business Exporters



More than two-thirds of U.S. exporters have fewer than 20 employees. Surprised? In fact, the number of small and medium sized enterprises in the U.S. that are exporting has risen 240% from 1987 to 1999. This growth in the number of small business exporters can be attributed to improved telecommunications, the ever-expanding Internet and NAFTA. The world is becoming a much smaller place and small businesses have quickly taken advantage and made the world their market.

Yet, many small businesses still face difficulty in obtaining financing to support their foreign sales activity. They turn down export sales due to a lack of working capital; they may not have funding to support overseas market penetration strategies; they may forego participating in a promising trade mission; or they may not have the capital needed to post a performance bond. Small businesses engaged in international trade have enough obstacles selling goods and services overseas. Access to export financing should not be another hurdle. The U.S. Small Business Administration (SBA) can help through its Export Express guarantee loan program. The SBA and its partners are committed to providing small business owners with access to the necessary capital to sell goods and services overseas.

The SBA Export Express Loan program is especially suited for companies who traditionally have had difficulty in obtaining adequate export financing, including wholesalers, trading companies, service firms and small manufacturers. The Export Express Loan program helps small businesses by guaranteeing a bank loan up to \$250,000. The program has flexible guidelines that allow loan proceeds to be used for most business purposes that will support export activity: including expansion, real estate acquisitions, equipment purchases, inventory, and working capital. The loan proceeds will enable a company to start, sustain or increase their export sales volume. Loan proceeds can be used by a business to cover the initial costs of entering an export market, to buy or produce goods, and/or to provide services for export. Proceeds can also be used for other export activity such as: participation in overseas trade shows or trade missions, standby

letters of credit, standard certifications (i.e. CE Mark & ISO 9000), and modifications to a company's website to accommodate export transactions.

Loan applicants must demonstrate that the loan proceeds will enable them to enter a new export market or expand an existing export market, and that they have been in business operation, though not necessarily in exporting, for at least 12 months. The SBA Export Express program allows participating lenders to use their own loan review and approval procedures and receive a 75% to 85% (depending on loan amount) guaranty from the SBA. The SBA performs an eligibility review and provides the lender with a quick response, typically within 24 hours.

The U.S. Export Assistance Center is a joint effort of the U.S. Department of Commerce, Export-Import Bank of the United States and the U.S. Small Business Administration. The SBA at the Portland Export Assistance Center serves small businesses throughout Oregon and SW Washington, as well as Idaho and Montana. For more information about SBA export loan programs, contact Inge McNeese at 503.326.5498 or inge.mcneese@sba.gov.

Administrator's Award for Excellence



An Administrator's Award for Excellence for increasing loan production in Emerging Markets was presented to Phil Gentry for the Portland District Office at the SBA 2002 National Management Conference in October, 2002.

Continued next page...

Small Business 2003: "Riding the Winds of Change"

The United States Small Business Administration Cordially invites you to attend the 2003 Salute to Small Business Awards Dinner Wednesday, April 30, 2003. The awards program will recognize Oregon's Small Business Person of the Year and the many contributions of Small Business Advocates. The awards dinner will be held at The Portland Hilton – Pavilion Room 921 Southwest Sixth Avenue, Portland, Oregon. Registration and no host reception beginning at 5:00 p.m. with dinner and awards program starting at 6:00 p.m.

*Individual Dinner: \$40.00
Reserved table of 10: \$400.00*

Point of Contact: _____

Telephone Number: _____

Organization/Company: _____

Address: _____

Select Entrée (Include the number of each entrée):

Basil Salmon _____

Rosemary Chicken _____

Roast Sirloin of Beef _____

Vegetarian _____

*Please return this form (with a list of attendees) with a check payable to:
THE HILTON PORTLAND*

*Please RSVP before April 15, 2003 to:
U.S. Small Business Administration
Attn: Melissa Davis
1515 S.W. Fifth Avenue, Suite 1050
Portland, Oregon 97201-5494
Phone: (503) 326-2657 FAX: (503) 326-5103
Email: melissa.davis@sba.gov*

FY 2003 1st Quarter Loan Production
10/1/2002 thru 12/31/2002

LENDER NAME	#	\$
ALBINA COMMUNITY BANK	12	\$548,800
AMERICAN PACIFIC BANK	0	
AMRESKO INDEPENDENT FUNDING INC.	0	
BANK OF AMERICA	31	\$1,037,300
BANK OF ASTORIA	0	
BANK OF CLARK COUNTY	1	\$500,000
BANK OF THE CASCADES	11	\$1,404,900
BANK OF THE NORTHWEST	0	
BANK OF THE WEST	4	\$680,300
BANNER BANK	0	
BORREGO SPRINGS BANK	2	\$786,700
BUSINESS LOAN CENTER, INC.	2	\$1,248,000
CCD BUSINESS DEVELOPMENT	6	\$3,206,000
CALIFORNIA BANK & TRUST	3	\$747,300
CAPITAL ONE FED. SAVINGS BANK	11	\$505,000
CASCADES WEST FINANCIAL SERVICES., INC.	12	\$4,030,000
CENNTENNIAL BANK	0	
CIT, SMALL BUSINESS LENDING CORP.	9	\$4,094,000
CITIZENS BANK	0	
COLUMBIA COMMUNITY BANK	3	\$300,000
COLUMBIA COMMUNITY CREDIT UNION	0	
COLUMBIA RIVER BANK	1	\$180,000
COLUMBIA STATE BANK	0	
COMERICA BANK-CALIFORNIA	1	\$229,000
COMMUNITY BANK	1	\$77,500
COMMUNITY FIRST BANK	0	
EVERGREEN COMMUNITY DEVELOPMENT ASSN.	4	\$2,313,000
FIRST INDEPENDENT BANK	1	\$75,000
FIRST UNION (FKA Money Store Invest. Corp.	0	
GE CAPITOL SMALL BUSINESS	1	\$401,400
GOLETA NATIONAL BANK	2	\$454,500
GREATER EASTERN OREGON DEV. CO.	0	
HANMI BANK	0	
KEY BANK	7	\$1,014,900
LIBERTYBANK	2	\$365,000
MATRIX CAPITAL BANK	3	\$1,528,000
NORTHWEST BUS. DEVEL. ASSOC.	0	
NORTHWEST SMALL BUS. FINANCE CORP.	2	\$1,631,000
OREGON CERTIFIED BUSINESS DEV. CORP.	2	\$586,000
OREGON PACIFIC BANKING CO.	0	
OREGON STATE BANK	0	
PACIFIC CONTINENTAL BANK	12	\$3,075,200
PACIFIC CREST BANK	0	
PEOPLES BANK OF COMMERCE	2	\$353,000

PINNACLE BANK	1	\$150,000
SILVER STATE BANK	1	\$120,000
SIUSLAW VALLEY BANK	1	\$300,000
SMALL BUSINESS LOAN SOURCE, INC	1	\$668,500
TEMECULA VALLEY BANK N.A.	1	\$1,000,000
THE COWLITZ BANK	2	\$609,280
THE MERCHANTS BANK	4	\$416,900
TODAY'S BANK	1	\$150,000
TOWN CENTER BANK	1	\$100,000
TWIN CITY BANK	1	\$233,941
US BANK, NATIONAL ASSOCIATION	22	\$4,514,000
UMPQUA BANK	6	\$733,500
WASHINGTON MUTUAL BANK/WESTERN BANK	1	\$57,400
WELLS FARGO BANK	19	\$2,640,000
WEST COAST BANK	5	\$616,000
TOTAL APPROVALS	215	\$43,681,321

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